

**REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
December 17, 2012**

Board President Brian Moulton called the meeting to order at 7:02 p.m.

Roll call was taken. Present were board members Marie Colbeth, Mike Connor, Bob Gunther, Brian Moulton, Kelly Ott, Tim Witzmann and Tom Walters.

Witzmann moved, with second by Connor to approve the agenda. Motion carried unanimously.

Groups or Individuals Wishing To Be Heard: President Moulton read off the rules for this portion of the meeting. No one came forward.

Informational: Michael David of Nexus discussed Performance Contracting; Audit, Fees and Funding Options. His presentation consisted of the Kraus Anderson and Nexus Team, goals and objectives, WI legislation as well as the development process. David stated the timing is right for Somerset to pursue Nexus as a Performance Contractor. Due to debt falling off, low interest rates and new legislation David feels the next step for Somerset is to complete a comprehensive audit. Concern was expressed as to whether hiring Nexus would be a duplication of services. David explained that it is not and the combined expertise Nexus and Kraus Anderson would help the school district with project conception, financing and implementation.

Positive Recognition: The board recognized Safe-Way Bus Company for the services they provide and the very good working relationship between the bus company and the district. Safe-Way spokesperson Vicky Java expressed appreciation to the district as well as all the staff at Safe-Way. The drivers and other Safe-Way staff introduced themselves and all expressed their gratitude for being recognized and for being entrusted with the transportation of the Somerset students. Rosburg then presented the Safe-Way staff with appreciation gifts.

The board recognized kindergarten teacher Tami Fetter as the Elementary School Teacher of the Year for 2012-13. Principal Kern expressed that Mrs. Fetter was also the Compass Award winner for this school year. She is loved by students and their families as well as being highly respected by her peers. Kern expressed congratulations to Mrs. Fetter as she is very well deserving of this honor and is also a highly respected member of the community.

The board introduced 7th grade math instructor, Jane Driscoll as the Middle School teacher of the Year for 2012-13. Principal Eichten stated this is Ms. Driscoll's second time of being selected for this honor. Her ability to always ask the right questions and keep her students at the fore front of all she does are just a few of the many traits that make her such a great asset to the district and community.

The board introduced High School Counselor Jenna Evenson as the High School teacher of the Year for 2012-13. Principal Nemec recognized Jenna for her endless energy and dynamic personality. Jenna is a true asset to the high school. Board member Ott also thanked Jenna for her service and mentioned that Jenna's first class of students just graduated in 2012.

The board introduced Special Education Teacher of the Year, Abbiegail Bohatta as the Specialty teacher of the Year for 2012-13. Pupil Services Director Shannon Donnelly congratulated and thanked Ms. Bohatta for going above and beyond in everything she does. Donnelly spoke of the numerous committees and councils Ms. Bohatta serves on. Her work is truly valued at the Somerset School District as well as the surrounding communities.

The board introduced Curriculum, Instruction and Assessment Secretary, Monica Duggan as the 2012-13 Support Staff Person of the Year. Trisha Sheridan, Director of Curriculum, Instruction and Assessment thanked Monica for always being willing to go above and beyond no matter the duty. Sheridan explained that Monica is a 'go to' person for all of the teachers and staff and never shies away from tasks and projects.

Meeting was recessed at 7:52 p.m. and reconvened at 8:06 p.m.

Connor moved, with second by Ott, to approve the Consent Agenda:

- A. Approve Minutes of the Regular Session of November 19, 2012
- B. Approve Payment of November/December Board Bills
- C. Approve Resignation of Kristina Ballard as Elementary School Special Education Aide as of December 21, 2012
- D. Approve Hiring of Pam Powers as Long-Term Substitute Teacher for Kelly Emerson
- E. Approve 2013-2014 High School Course Offering Book
- F. Approve Fall and Winter Danceline as School District Activities
- G. Approve Hiring of Dawn Spafford as the District Census Taker for 2013 at a Cost of \$2,500.00
- H. Approve Change to Fall 2012-2013 School Year Coaching Assignments
- I. Approve Winter Coaching Assignments for 2012-2013 School Year

Motion carried unanimously.

DISCUSSION

Governance Committee: Chair Connor addressed the first readings of policies: KBA Social Media and GBD-R Selection of the Impartial Hearing Officer. The draft policy of KBA blends existing website policy with language from the WASB as well as other MBC schools. Draft Policy GBD-R is the guidelines for the selection of the Impartial Hearing Officer. The draft policy reflects the criteria from the WASB.

Facilities Committee: Chair Moulton reviewed the following:

- 1) Capital Maintenance Projects: Discussed was the topic of removing capitol maintenance projects from the Fund 10 operational budget and placing these in a referendum question. Thus providing greater operational flexibility for the next two school years and beyond. The costs for these projects would still have to be covered, the costs would be funded and completed from another source, freeing up Fund 10 dollars.
- 2) Instructional Technology Infra-Structure: Will be addressed by IT staff in later portion of meeting.
- 3) Six Classroom Addition to the High School: Moulton, Witzmann and Rosburg toured the high school and noted that teachers have to share classrooms, use carts to move items from room to room and that the current classrooms are overcrowded. The Special Education program has grown and needs more space as well. Also noted by Moulton was that desks are beings stored in hallways and offices are being used for storage on top of already being used as office space.
- 4) Music/Food Service Addition to the High School: Moulton also noted from his tour of the high school that there is only space for one music group to practice at a time and the high school frequently needs to use space at the middle school to accommodate their practices. The long lines for the high school student's lunch were discussed. Currently there are two lines, creating students to sometimes have to wait as long as 25 minutes in line to get lunch, leaving them only five minutes to eat. An addition would redesign this flow and help alleviate these issues.
- 5) PE/Athletic Addition to the High School: Moulton noted that after touring the athletic areas at the high school there are overcrowding issues which are potentially unsafe. The athletic areas are also being used as storage areas which are not a safe environment. The wrestling room is overcrowded and currently is designed to house 12 athletes; it now has to house 30. Colbeth noted that both the athletic teams and music groups are doing great thing with the limitations they have.
- 6) Scope of Project: The scope of projects is recommended to include five solutions and include the consideration of all three additions and capital maintenance projects.

Business Services Committee: Chair Colbeth stated the Lisa Voisin from Baird Financial would be presenting information later in the meeting that would address cost estimates for Scope of Projects, Debt Schedule Options, and Project Funding Options.

Information: Superintendent Report: Rosburg reported that the district enrollment is 1,619 for the month. Rosburg then spoke of the Somerset School District Communication Plan for 2012-13. The purpose of the plan is to provide two-way, transparent communication for the Somerset Community. The Communication Plan can be found on the district website.

Rosburg then communicated that board member Tom Walters would be the delegate at the 2013 WASB Delegate Assembly on 1/23/13 in Milwaukee. Board members are encouraged to read through the information presented to them and report back to Walters their thoughts and concerns on the issues to be voted on.

Next, Rosburg introduced Ryan Sicard, Information Technology Manager. Sicard presented the findings of the IT Report dated 12/13/12. In September and October of this year, the district experienced higher than usual system wide performance issues and outages. Sicard spoke of the aging hardware in the district and that one piece of outdated equipment can hamper the whole district. Equipment purchased in 2008 is now outdated and needs to be replaced. Sicard expressed that the district needs to update critical hardware on a three year cycle as well as look at staff levels. According to sources cited in Sicard's report, the district is currently under-spending compared to national recommendations. Ott commented that she would like to see a projection of where the IT area will have to be should enrollment numbers increase. Sicard answered that we need to make the current network more robust so as to support the growing needs of the district. Witzmann asked about off-site storage and if we could partner with other companies to save money. Sicard responded that the IT staff is looking at this.

Rosburg then introduced John Heunink from Kraus Anderson. Huenink began his presentation by introducing himself and speaking of the architect selection. Heunink contacted three architects; SDS, TSP and Frisbee. Heunink explained the strong points of each of the three and recommended SDS. Ott asked why there were only three bids when that was the minimum that was asked for. Heunink responded that he could obtain more bids. Ott's concern was that the architects have a full understanding of how the schools work. He then went on to show the comparison of the Mechanical, Electrical, Plumbing selection and spoke of the pros and cons of the five that were included with his recommendation being that of Nexus.

The next speaker Rosburg introduced was Lisa Voisin of Baird Financial. Voisin spoke of the six financing scenarios comparing the borrowing amount, amortization and interest rate. The schedules allow the debt that is falling off in 2014 to drop some for local taxpayers. Voisin then spoke to the current tax levy and that she sees three options; let it drop, defease the debt or levy for an additional tax to pay for the energy efficiency projects. She then explained Revenue Limit Exemption and that it is a fairly new line item available on the DPI revenue limit worksheet. This exemption allows a BOE to secure funds for projects that are energy related. These funds may be levied by the BOE in amounts under or over \$1M. If the levied amount is under \$1M the BOE imposes this tax on residents. If the levied amount is over \$1M the BOE must notify the community and allow them 30 days to petition against the levy. If the petition is satisfied the BOE would need to take the levied amount above the \$1M amount to a referendum for approval. If a petition is not satisfied or brought forward the BOE may levy the full amount. Ott stated that from her attendance at the community meetings, the need to get the maintenance projects completed is a supported issue. Voisin stated that from her experience she sees that good communication is key.

Board Report: No issues to be reported on.

Director's and Principal's Reports: Student Council Representative Grace Becher stated that getting the student council's important work done with the new high school schedule has been a challenge. Each class is having a drive to collect as much loose change as possible; the proceeds will go towards buying gifts for Grace Place and the Children's Hospital. The staff is doing a diaper drive, the students are bell ringing for the Salvation Army and the student council is also hosting Ugly Sweater day. Becher concluded her report by stating that 2012 has been a successful year and ideas are always welcome.

Trisha Sheridan, Director of Curriculum, Instruction and Assessment explained the new format for reporting at board meetings. The new report that will be used is a collaborative team effort between all. High School Principal Brad Nemec reported on the lockdown drill that took place at the high school on 12/13/12. Nemec stated everything went well and another drill has been planned for the spring. Tom Walters asked if other drills are

planned. Rosburg answered that drills are routine, planned and ongoing with updated procedures in the emergency manuals.

ACTION

Business Services Committee: Chair Colbeth explained the action items are in reference to a potential referendum.

The action item to approve placing a referendum question on the April 2, 2013 general election ballot was tabled.

Colbeth moved with second by Gunther to approve Kraus Anderson to hire NEXUS as mechanical, electrical and plumbing (MEP) engineers. Walters and Ott voted no. Motion passed.

Colbeth moved with second by Gunther to approve Kraus Anderson to refine a scope of project plan for the proposed three high school additions, middle and high school capital maintenance projects and district-wide technology infra-structure to establish a total cost not to exceed amount. Walters voted no. Motion passed.

Colbeth moved with second by Witzmann to approve incorporating the revenue work sheet line item exemption, performance contracting and referendum in a scope of projects funding plan. Motion passed unanimously.

Colbeth moved with second by Gunther to approve NEXUS as performance contractor, to conduct an energy audit in an amount not to exceed \$12,000- and Superintendent Rosburg to give the go ahead to have NEXUS begin this work contingent on positive work references are received and verified by Rosburg. Rosburg will send the work references for NEXUS to the BOE once he receives them from Mike David. Walters and Ott voted no. Motion passed.

Colbeth moved with second by Gunther to approve developing a Task Force in anticipation of a referendum. Motion passed unanimously.

Human Resources Committee: Chair Gunther moved with second by Ott to approve a Sick Leave Bank. Motion passed unanimously.

Colbeth moved, with second by Gunther to adjourn at 10:19 p.m. Motion carried unanimously.

Brian Moulton, President

Marie Colbeth, Clerk